



LOCAL MUNICIPALITY OF LEKWA

The Lekwa Local Municipality with its seats in Standerton, invites applications from qualified, motivated and innovative individuals for the following positions to become part of and join a dynamic and growth orientated Local Authority.

INTERNAL/EXTERNAL ADVERTISEMENT
DEPARTMENT: COMMUNITY SERVICES & SAFETY
POSITION: BY-LAW ENFORCEMENT OFFICER X2
Reference number: MP305/CSS/BLEO/02
Salary: R304 068.42 per annum Task Grade 09

Minimum Requirements

- Grade 12
- Diploma in Law Enforcement at NQF 5
- Peace Officer certificate will be added as an advantage
- Valid driver's licence as an added advantage.
- Excellent written and verbal communication skills.
- 2-3 years relevant experience.
- The incumbent must have a valid driver's licence or have the drivers' licence within 12 months of employment.

Key Performance Areas

- Identify and document by-law contraventions.
- Preparing, deliver and make recommendations through written report regarding alleged by-law violations.
- Ensuring evidence is documented and placed on the appropriate case file.
- Representing the Municipality as a witness in all by-laws related prosecution proceedings.
- The issuing of notices for non-compliance with municipal by-laws and other prescripts.
- Undertaking foot and mobile patrols as directed.
- Conducting inspections to ascertain compliance with the municipal by-laws and other prescripts in the following:
 - Businesses
 - Households
 - Industries
 - Taxi ranks

Inherent requirements

- Attention to detail, Administrative and Organisational skills, Ability to work under pressure with a team and within a set time frames, excellent verbal and written communication skills.

Please note:

1. Interested applicants meeting the requirements are requested to forward an application form, comprehensive Curriculum Vitae, together with originally certified copies of qualifications and identity documents to The Acting Municipal Manager (Attention Manager Human Resources), PO Box 66, Standerton, 2430 or hand-deliver such at the Lekwa Local Municipal Administrative Building, Corner Dr Beyers Naude and Mbonani Mayisela Street, Standerton.
2. Faxed or e-mailed applications will not be considered.
3. Correspondence will only be entered into with the shortlisted candidates. Applicants who have not been contacted within sixty (60) days of the closing date should consider their applications unsuccessful.
4. Lekwa Local Municipality serves the right not to make any appointment.
5. The submission of an application gives Lekwa Local Municipality the right to make inquiries necessary to obtain information regarding the applicant's background. Such inquiry will include current and previous employers, criminal record as well as academic institutions. Should you be in possession of foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA).
6. The successful applicant must enter into a Performance Agreement with the Employer
7. Canvassing Councillors or officials or the appointment is strictly prohibited and will automatically disqualify the applicant.
8. People from previously disadvantaged groups and people with disability are encouraged to apply .
9. The application for employment form obtainable from the Lekwa Local Municipality website at www.lekwalm.gov.za must be completed. Applications not submitted with the fully completed official form will not be considered.
10. For further enquiries please contact the Acting Human Resources Administration Officer, Ms Phindile Lubisi at plubisi@lekwalm.gov.za /017719819

Notice: 33//2026

Closing date for applications: 25 August 2026


T M TSHISELWA
ACTING MUNICIPAL MANAGER